

Procurement Actions Review and Approval Meeting Agenda

Meeting Date: July 8, 2013

Committee Members: Gus Pego, Harold Desdunes, Debora Rivera

General Counsel: Alicia Trujillo

Recording Secretary: Laura Palmberg

1. **OLD BUSINESS**

NONE

2. **NEW CONTRACT ACTIONS**

NONE

3. **REQUEST FOR SUPPLEMENTS, AMENDMENTS, TIME EXTENSIONS**

NONE

4. **MIC BUSINESS / UPDATE**

NONE

5. **JOINT PARTICIPATION AGREEMENTS**

NONE

6. **LOCALLY FUNDED AGREEMENTS**

NONE

7. **CIGP**

NONE

8. **CONSTRUCTION SUPPLEMENTAL**

NONE

9. **ADMINISTRATIVE ISSUES**

Project Manager: Raymond Freeman – present a letter for review and comment from the PARA Committee as a follow up action to the comments made in the June 10th meeting.

6/10/2013 Comments - JPA Management:

There is a systematic problem with the unused encumbrances for JPAs tying up District Six' (D6's) funds, sometimes for years. These funds could be used for other projects. If the other party in a JPA can't use the funds, D6 could let the agreement expire to free up the funds. Aileen Bouclé reported that the Intermodal Systems Development Office (ISDO) meets with JPA parties such as Miami-Dade Transit to request project schedules including the next expected invoice submittal and the completion date. The schedule should show activity and commitment to the project while being realistic. The goal is to close the JPAs. Debora Rivera asked why encumber all the funds if they are not needed yet? Aileen reported that one or more JPA parties wanted their funds at the start of the fiscal year (July 2013) but D6 pushed 90% of the funds to later in the year. D6 is required to program a percentage of its funds for Public Transportation Operations (PTO). Gus Pego said D6 would review how it estimates the allotments. At Debora Rivera's request, Aileen will check with Districts Four, Five and Seven to see if they handle their transit JPAs in the same way that D6 does. Those three districts have active transit programs similar to the situation in D6. Central Office also will be involved in this conversation.